DIVISION OF **EDUCATION**

BRIDGING CULTURES AT COMMUNITY COLLEGES

FREQUENTLY ASKED QUESTIONS

What are the humanities?

According to the 1965 National Foundation on the Arts and the Humanities Act, "The term 'humanities' includes, but is not limited to, the study of the following: language, both modern and classical; linguistics; literature; history; jurisprudence; philosophy; archaeology; comparative religion; ethics; the history, criticism and theory of the arts; those aspects of social sciences which have humanistic content and employ humanistic methods; and the study and application of the humanities to the human environment with particular attention to reflecting our diverse heritage, traditions, and history and to the relevance of the humanities to the current conditions of national life."

My project is related to the arts. How do I know whether it is more appropriate for the National Endowment for the Arts (NEA) or the National Endowment for the Humanities?

If your project involves the creation of musical compositions, dance, painting, poetry, short stories, novels, or arts performance or training, then NEA would be the more appropriate choice for your application. NEH supports projects that provide scholarly, analytical, or historical perspectives on the arts.

Are there types of projects that NEH does not support?

Yes. Please review the bulleted list of examples found at the end of Section I of the program guidelines.

What first steps should I take in developing an NEH *Bridging Cultures* at Community Colleges grant proposal?

First, read the program guidelines carefully, including the eligibility requirements. Be sure to read the evaluation criteria by which your application will be judged (Section V of the guidelines). You may wish to discuss your proposal with colleagues or consult with a grants officer at your institution, if one is available. After this preparation, contact an NEH program officer for answers to questions, advice on the proposal, and review of proposal drafts (to be submitted at least five weeks before the deadline). Call 202-606-8380 or e-mail bccc@neh.gov to reach NEH staff or submit a proposal draft.

Does my institution need a grant writer to prepare an application?

No. NEH staff members are available to answer your questions and assist as you prepare your proposal.

My institution is not a community college or a community college system. May we submit a *Bridging Cultures* at Community Colleges grant application?

Yes, but you must collaborate with a community college or community college system. NEH *Bridging Cultures* at Community Colleges projects involve a partnership between a community college or community college system and another institution with appropriate resources (such as a college or university, museum, research library, or professional association) in planning and implementing the project. The applicant of record may be either one of the partner institutions.

When should I start consulting with scholars about a project?

As a rule, the earlier that scholars are involved in a project, the better. Usually projects that receive grants have benefited from an extensive dialogue among faculty at the applicant institution and with consulting scholars from other institutions.

May I apply for more than one NEH grant at the same time?

Yes, but there are certain restrictions. For example, individuals may not simultaneously hold an NEH fellowship and serve as a project director of another grant. Applicants interested in applying for more than one grant should consult with a program officer.

I just found out that my institution will submit an application for another *Bridging Cultures* at Community Colleges project. Will NEH fund only one?

Each application is evaluated on its own merits. NEH might fund both applications, one, or neither.

If my institution receives NEH funding, may we also accept money from other sources?

Yes. NEH encourages applicants to seek support from diverse sources. Submitting proposals to other funders has no bearing on how NEH reviews proposals. We do ask that you tell us about those applications, so that we can better understand the project's funding situation.

May I use an NEH *Bridging Cultures* at Community Colleges grant for the pursuit of independent research?

No. NEH does, however, support independent research in the humanities through its Fellowships and Summer Stipends programs, as well as the Awards for Faculty at Hispanic-Serving Institutions, at Historically Black Colleges and Universities, and at Tribal Colleges and Universities.

 What is the deadline for submitting the application?

Applications for NEH *Bridging Cultures* at Community Colleges grants must be received by Grants.gov by 11:59 p.m. Eastern Time on August 27, 2013. Grants.gov will date- and time-stamp your application after it is fully uploaded. Applications submitted after that date will not be accepted.

NEH suggests that you submit your application no later than 5:00 p.m. (Eastern Time) on the day of the deadline. Doing so will leave you time to contact the Grants.gov help desk for support, should you encounter a technical problem of some kind. The Grants.gov help desk is now available seven days a week, twenty-four hours a day (except on federal holidays), at 1-800-518-4726. You can also send an e-mail message to support@grants.gov.

How do I know if I have submitted my application successfully?

After you sign and submit the application, a confirmation page appears. This page includes the Grants.gov tracking number and other important information. Note the Grants.gov tracking number and save or print the confirmation page for your records.

You will then receive the following e-mail messages:

Grants.gov Submission Receipt;
Grants.gov Submission Validation Receipt; and
Grants.gov Grantor Agency Retrieval Receipt.

These messages are normally sent within twenty-four hours of the submission, but minor delays could occur if system usage is heavy.

If you do not receive these messages, or if the messages indicate that the application has been rejected, contact Grants.gov (www.grants.gov) at 1-800-518-GRANTS (4726) or support@grants.gov. Include the Grants.gov tracking number in correspondence regarding the application.

How will my application be reviewed?

All applications receive peer review. Using the evaluation criteria listed in Section V of the application guidelines, teachers and scholars in the humanities will convene in panels to read and rate the applications. NEH staff will compile a slate of recommended applications based on the panelists' comments and ratings. The National Council on the Humanities will review the recommendations and provide additional insights. All advice—from the panelists, staff, and the National Council—will be sent to the NEH Chairman. By law, only the Chairman is empowered to make an award. More details about NEH's review process are available here.

How long must I wait to learn the outcome of my application?

Applicants will be notified of the decision by e-mail by April 2014.